

TOWN OF ELSMERE
SPECIAL COUNCIL MEETING MINUTES
April 19, 2012
COUNCIL CHAMBERS
6:30 p.m.

CALL TO ORDER: Mayor Deborah A. Norkavage called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE:

ROLL CALL:

MAYOR	DEBORAH A. NORKAVAGE	PRESENT
1 ST DISTRICT	JOHN JAREMCHUK, JR.	PRESENT
2 ND DISTRICT	STEVEN BURG	PRESENT
3 RD DISTRICT	ROBERT KACPERSKI	PRESENT
4 TH DISTRICT	CHARLES MCKEWEN	PRESENT
5 TH DISTRICT	JOANN I. PERSONTI	PRESENT
6 TH DISTRICT	RICHARD MOORE	PRESENT
Town Solicitor, Edward McNally – Absent		
Town Manager, John Giles – Present		
Chief of Police, Laura Giles – Present		

Ron Russo, Finance Committee – Present
Amy Olga, Finance Committee – Absent/Excused
Paul Chalfant, Treasurer - Absent

PUBLIC COMMENT:

Mr. Kelly from the Attorney General's office presented information regarding foreclosure outreach conducted by his office.

APPROVAL OF MINUTES:

None

OLD BUSINESS:

None

NEW BUSINESS:

Consideration of the FY 2012 – 2013 Proposed Budget.

Town Manager John Giles presented council with the proposed budget as provided at the start of the meeting. In addition he reminded council of the necessary action regarding events. He stated that at this point the proposed budget has a deficit of \$186,857.00 which does not include any Capital Improvement budgets. This does include raises but does not include any tax or fee increases. He reminded the council that the numbers presented are 10 weeks early and that there are still 10 weeks of expenses yet to be paid. He stated that the budget proposed are at the absolute lowest possible, and that if cuts are made then services need to be cut because all costs budgeted are associated with costs of providing services to the residents.

Chief Laura Giles stated that during her budget she did incorporate a 13th police officer as a worst case scenario, in case the officer projected to leave does not.

Town Manager John Giles stated that the items that he has requested in the Capital Budget are Codification, vehicles for public works, and computer software and data system. He stated that the computer system is his main priority for the budget year. The current system is pointless if the building were to be destroyed because none of the Town's data is stored off site.

Councilman Burg asked about the Revenue Budget commenting that he notices a lot of red in the budget which indicates a decrease in the projected revenue. He questioned if this was a safe number or legit numbers as in this is exactly what the Town is bringing in.

Chief Laura Giles stated that she believes that for her numbers they are legit as to what they are currently bringing in for the line items.

Town Manager John Giles stated that it is a mix, permit fees are realistic numbers because they are billed, license fees are realistic for the same reason. He described the property owners who wait to pay their property tax until their business or rental licenses are due causing the Town to lose money, one of his suggestions will be to realign the license structure to become due right after the taxes become due so that property owners no longer have that option and the Town can collect funds when due and not six months later. Apartment Complex's or multi-unit owners are allowed to pay half their fees when due and the second half during the next fiscal year. There are times that the Town is giving money away and there are things that will need to be changed to accomplish the true cash flow.

Councilman Burg asked what the fiscal impact would be change the due dates.

Town Manager John Giles stated that the first year would be the year that you notice inconsistency because you would have to pro-rate the fees billed to accommodate the fees already paid for the current year.

Mayor Norkavage asked if the Town has compared the delinquent tax penalty rate to other municipalities.

Town Manager John Giles stated that he does not believe that it will make a difference because we have one of the highest tax rates in the State.

At this time a discussion occurred regarding the fees that are charged for the rental and use of the red light cameras. It was discussed that the camera was a success when first put into place and has slowly decreased further each year, it was also discussed to negotiate upgrading the system and changing the location to another direction on Kirkwood Hwy.

Town Manager asked council to discuss the July 4th event and to schedule budget hearings.

Councilman Burg spoke regarding the Waste Management Contract and that there will not be an increase in the contract during the next year if approved but there would actually be a \$2,000.00 decrease for the first year.

Town Manager John Giles agreed that was accurate however the cost to have the Public Works Dumpsters picked up and services was \$9,000.00 more than what was budgeted during the last year.

Councilman Burg asked for confirmation that the current cost to provide garbage collection is over \$540,000.00.

Town Manager John Giles stated that he is corrected and that as the Town Manager that he would have to offer a suggestion to cut garbage collection because that cost would fix the deficit and would not require any increases.

Town Manager John Giles stated that the charter requires two weeks notice in the News Journal prior to a budget hearing and that Council would need to decide the dates of the hearings. He stated that they have enough time to publish the notice if the Council would like to hold the hearing at the next regular Council Meeting. He also stated that while that is the current plan he cannot wait any longer than this meeting for an answer regarding fireworks and the July 4th event. He stated that July 4th is already booked and that the Council would have to choose a different date.

Town Manager John Giles stated that the July 4th event costs \$22,000.00 to hold and that does not include any possible increases. The fireworks themselves are \$10,000.00.

Councilwoman Personti asked what the council thought about having fireworks only and having outside vendors like Mr. Softee and Jakes Hamburgers.

Mayor Norkavage stated that because it is not held on July 4th that she believes the limited number of residents who come during the day will decrease because of vacations other things.

Town Manager John Giles stated that to hold the all day event it was over \$3500.00 just for the employee overtime and that cutting the event down would cause it to cost about \$11,500.00 for the event, this would be fireworks only and minimum staff required.

ACTION: A motion was made by Councilman Jaremchuk hold a July 4th Celebration on Saturday, July 7th beginning at 6:00pm with fireworks only and allow outside vendors to sell food items. The motion was seconded by Councilwoman Personti.

At this time a discussion occurred regarding the potential cost savings on reducing the event.

Councilman Jaremchuk that the majority of those who attend are only there for the fireworks at the end of the night not for the daytime event and that if we can still provide

a portion of the event for a reduced cost why wouldn't you reduce the event to the most popular portions of the event.

Councilman Burg stated that the event is well attended and that he does not agree to reduce the event.

Town Manager John Giles stated that he notices that the crowd swells from about 75 people to several hundred people between 5:30 and 6:00 is when they begin showing up.

Councilman Burg asked what the cash flow increase was around that time of day.

Finance Director Joseph Schulcz stated that we are unable to track the cash flow by hour because we are in a park without a cash register. He stated that there are four people needed when the crowd began.

Councilman Burg stated that once you take something away it is never given back.

Councilwoman Personti stated that this event has been on and off for the past ten years and this will be the first time in 4 years that the event gets reduced.

Councilman Burg asked if the Town had pursued business sponsorship.

Town Manager John Giles stated that he has met with the Business Association and that they are glad to try to get sponsors and that they thought they would be proud of themselves if they were able to raise \$5,000.00 of the \$10,000.00 needed to pay for the fireworks.

Councilman Jaremchuk asked about the contact as WSFS Bank.

Town Manager John Giles stated that he was under the impression that the Mayor would be making that contact.

Mayor Norkavage state that she will provide the information and requested the Town Manager make the contact.

Councilman Jaremchuk called the question.

VOTE: 5-2 All-in-Favor Motion carried

1st District – Yes, 2nd District – No, 3rd District – Yes, 4th District – Yes,
5th District – Yes, 6th District – No, Mayor – Yes

Town Manager John Giles stated that he will make sure to make public notice that a budget hearing will be held on Thursday, May 10, 2012.

Councilman Jaremchuk asked to decide dates on all budget hearings.

Councilman Burg asked what the other members of council felt about choosing another Saturday like the previous budget.

Councilman Burg suggested June 2, 2012.

A consensus was agreed on Saturday, June 2, 2012 at 9:00am.

It was discussed about if additional time was needed after the June 2, 2012 meeting then additional time would be allowed on Thursday, June 14, 2012 during the regular council meeting.

Town Manager John Giles stated that he may try to arrange to have a representative from MySherpa to present the information for the proposal submitted as a capital budget item.

Councilwoman Personti asked if we have received grant money for codification.

Councilman Jaremchuk stated that there is no money for codification.

Town Manager John Giles stated that we have received grant money for archiving and records but not for codification.

Mayor Norkavage asked if there is homeland security money out for off-site storage document and data storage.

Councilman Kacperski asked Chief Laura Giles if they would be adding the two requested vehicles or would they be replacing two existing vehicles.

Chief Laura Giles stated that they would be selling the Chief's tahoe and replacing a 2007 Crown Vic.

Councilman Kacperski asked Town Manager John Giles if he would be adding a vehicle or replacing a vehicle.

Town Manager John Giles stated that he would be replacing a vehicle whose floor boards are almost completely rusted through.

Councilman Kacperski asked what the worst case scenario tax increase would be to cover the deficit amount.

Town Manager John Giles stated that he does not currently know that answer.

Councilman Jaremchuk stated that he would like to see what can be cut prior to considering a tax increase.

Mayor Norkavage asked if the Chief could have new numbers prepared for the budget hearing for the best case of 12 officers instead of the 13 that is currently budgeted.

Councilman Burg asked about the Movies in the Parks during May.

Town Manager John Giles stated that the council voted not to schedule a movie during the month of May and that the Council has not voted to hold any events yet and the Town is working on a deficit proposed budget.

DEPARTMENTAL REPORTS:

None

ITEMS SUBMITTED BY THE MAYOR AND COUNCIL:

District 1 – None

District 2 – None

District 3 – None

District 4 – None

District 5 – None

District 6 – None

Mayor – None

PUBLIC COMMENT:

Councilman Jaremchuk reminded Mr. Russo that as a member of the Finance committee he is allowed to participate in the budget discussions.

Town Manager John Giles asked the residents present if they thought that the Council's actions regarding the July 4th event were justified and still kept the integrity of keeping the event possible while cutting costs.

The residents agreed that the proposed event still keeps the fireworks which are well attended while still cutting significant costs, they also stated that the movies in the parks may not be the best event, they felt that an event should have the children be active and promote physical activity instead of placing them in front of a giant television screen.

Town Manager John Giles thanked the public for their response and input.

ADJOURNMENT:

ACTION: A motion was made by Councilman Burg to adjourn. The motion was seconded by Councilman Moore.

VOTE: 7-0 All-in-Favor Motion carried

These minutes summarize agenda and other issues discussed at this Council Meeting. Votes are recorded accurately. The audio tape(s) of this meeting will be available at Town Hall for a period of two years from the date these minutes are approved. The audio tapes may be reviewed at Town Hall by appointment and in accordance with the Freedom of Information Act.

DEBORAH A. NORKAVAGE
MAYOR

JOANN I. PERSONTI
SECRETARY